

JAN 10 1955

Chief, Personnel Security Division

Acting Chief, Employee Activity Branch

Monthly Report - DECEMBER 1954

The following represents the noteworthy accomplishments of the Employee Activity Branch during December 1954.

COURSES - Requests Approved

Non-CIA Training	40
Official CIA Training	52
TOTAL	92

OUTSIDE ACTIVITIES - Requests Approved

Outside Employment	37
Clubs, Org., Conferences and Meetings (non-Governmental)	44
TOTAL	81

TRAVEL - Requests for Private Travel Approved

Requests with Briefings	10
Requests with no Briefings	18
TOTAL	28

Travel Briefings Held During Dec.	6
Travel De-Briefings Held During Dec.	2
TOTAL	8

CORRESPONDENCE WITH GENERAL PUBLIC - Replies to inquiries concerning the operations and mission of the Agency and replies to crank letters 20

COMPENSATION CLAIMS - Security Approval of the processing of claims made pursuant to the Federal Employees' Compensation Act 9

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MANUSCRIPTS AND SPEECHES REVIEWED AND APPROVED

Total Number of Pages

5

15

STORIES-POEMS REVIEWED AND APPROVED

Total Number of Pages

19

780

BOOKS REVIEWED AND APPROVED

Total Number of Pages

1

20

ALIEN SPONSORSHIP CASES - Requests
Approved for sponsorship of aliens by
employees

1

LIAISON CONTACTS APPROVED

Continuing Contacts

One-Time Expedites

TOTAL

229

236

465

SIGNED

SO/ACS:hp

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